

# How do I enroll?

Information for Eligible Hospitals

## Steps to enrollment in the EHR Incentive Program for Eligible Professionals (EPs)

For more information on obtaining an NPI and NPPES users accounts, please visit CMS' NPI-NPPES page. To verify eligibility or to receive enrollment instructions, please email [dhmh.marylandEHR@maryland.gov](mailto:dhmh.marylandEHR@maryland.gov). If you are having problems with your eMedicaid account, please contact Provider Enrollment at 410-767-5340.

### 1. Obtain an NPI and enroll in PECOS

Medicaid and Medicare eligible hospitals (EHs) and Medicare eligible professionals (EPs) must have a National Provider Identifier (NPI), and be enrolled in the CMS Provider Enrollment, Chain and Ownership System (PECOS) to participate in the EHR incentive program. Most will also need an active user account in the National Plan and Provider Enumeration System (NPPES). Having these identifiers lets CMS and Medicaid know that you're enrolled to participate in the Medicare and/or Medicaid programs. For more information on obtaining an NPI and NPPES users accounts, please visit CMS' NPI-NPPES page by clicking [here](#).

**NOTE:** Medicaid non-hospital based eligible professionals participating in the Medicaid EHR incentive program are not required to enroll in PECOS.

### 2. Register and demonstrate eligibility

EPs and hospitals must register to participate in the EHR incentive programs and attest to meeting eligibility requirements. Regardless of whether the provider intends to participate in the Medicaid or Medicare EHR Incentive Programs, all EPs and EHs must register using their individual NPIs with the Centers for Medicare and Medicaid Services (CMS). After verifying provider identity and status, EPs and hospitals seeking to participate in the Medicaid program will be referred to a DHMH-managed website to determine eligibility.

Register for the Maryland Medicaid EHR Incentive Program [here](#).

### 3. Verify active participation or apply for enrollment in the Maryland Medicaid fee-for-service (FFS) Program

Only those providers who are enrolled in Maryland Medicaid fee-for-service will be able to participate in the Medicaid EHR Incentive Program. In most cases, you can apply to be a Maryland Medicaid FFS provider online by visiting eMedicaid. For clean and accurate enrollment forms submitted through eMedicaid, it may take up to two weeks to be enrolled in Medicaid and receive your enrollment confirmation.

**Note:** There are special enrollment procedures for FQHC-based providers and Physician Assistants (PA) who think they may be eligible for participation:

- FQHC-based providers must follow these instructions.
- Physician Assistants (PA) are eligible to participate when a (1) PA is the primary provider in an FQHC (for example, when there is a part-time physician and a full-time PA), or (2) when a PA is a clinical or medical director at the clinical site of practice. PAs who believe they meeting the following requirements should email [dhmh.MarylandEHR@maryland.gov](mailto:dhmh.MarylandEHR@maryland.gov) to verify eligibility and to receive enrollment instructions.

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## **4. Obtain or verify the correctness of your eMedicaid username and password**

To enter Maryland Medicaid's EHR Registration and Attestation System, you will use your eMedicaid username and password. Your eMedicaid account must be for the individual NPI you used when registering with CMS. You can verify or create an account on the eMedicaid website.

If you are having problems with your eMedicaid account, you can contact Provider Enrollment at 410-767-5340.

## **5. Enter Maryland Medicaid's electronic Medicaid Incentive Program (eMIPP) System**

Log into the eMIPP system using your eMedicaid username and password and then entering your CMS Certification Number (NLR Registration ID).

Click [here](#) to log on to the eMIPP System.

Find in-depth instructions for using the eMIPP System in this [Userguide](#).

## **6(a). Adopt, implement or upgrade Certified EHR Technology and submit EHR Product Information to Receive**

### **Payment (Year 1)**

To qualify for incentive payments, EPs and hospitals should adopt, implement or upgrade certified EHR technology. After their EHR purchase, or after obtaining proof that you have engaged in a financial relationship with a vendor supplying certified EHR technology, EPs and hospitals will access an online portal to verify that they have adopted, implemented, or upgraded EHR technology.

For the Medicaid incentive program, DHMH will manage the online process. For the Medicare incentive program, CMS will manage the online process. If the EHR technology meets certification standards, an incentive payment will be calculated and electronically disbursed. Medicaid participants will receive payments from DHMH, while Medicare participants will receive payment from CMS.

### **6(b). Meaningful Use (Years 2-6)**

For providers participating in the Medicare EHR Incentive Program, all Meaningful Use data should be reported through CMS's Registration and Attestation System. For Medicaid EHR Incentive Program participants, you will enter eMIPP and submit your Meaningful Use measures. A requirement for achieving Meaningful Use is to report public health information. To begin this process, please visit our [public health reporting page](#). To signal your intent to begin testing for public health data submission, you must fill out a survey.

CMS provides helpful registration information [here](#).